

DEPARTMENT OF LOCAL GOVERNMENT FINANCE
LOCAL GOVERNMENT TAX CONTROL BOARD
HEARING INFORMATION SHEET

TOWNSHIP EMERGENCY LOAN
(IC 36-6-6-14)

TOWNSHIP: _____

COUNTY: _____

Complete all sections of this Information Sheet to expedite review of your request. Incomplete submissions will be returned. Returned forms will require the unit to again petition the Department of Local Government Finance for determination. Please refer to IC 36-6-6-14 for statutory requirements for this request.

GENERAL

1. This loan request is for (check one):

☒ Township

Amount: _____

☒ Poor Relief

Amount: _____

☒ Fire

Amount: _____

2. Described the emergency:

3. On what date did the Township Board resolve that it would be necessary to incur debt? _____

4. How can the need for emergency loans be avoided in the future?

TERMS OF THE LOAN

1. State the maximum number of years for repayment approved by the Township Board. _____ years
2. How many banks were contacted for interest quotes: _____
3. State the interest rate that is anticipated to be charged: _____%

TAX RATE

1. Is a tax rate anticipated to repay the debt? (Y) (N)
 2. In what taxing year will taxes first be levied for repayment of this loan? 20____ Pay 20____
 3. Statutory Debt Limit:
Current Year Assessed Valuation \$_____/3 X (.02) = \$_____
? Civil Assessed Valuation ? Fire Assessed Valuation
 4. Indicate the anticipated tax rate by completing the below information
 - a) First Year of Repayment requiring rate: 20____ Pay 20 ____
 - b) Estimated Assessed Value \$ _____
 - c) Annual Payment \$ _____
 - d) Less Estimated Excise Tax \$ _____
 - e) Less Estimated Financial Institutions Tax \$ _____
 - f) Estimated Levy (c-d-e) \$ _____
 - g) Estimate Tax Rate (f ÷ b/100) \$ _____ (to 4 decimal places)
- * If the request is for fire protection purposes use the certified fire assessed valuation, otherwise, use the unit civil assessed valuation
5. If no tax rate impact is anticipated due to increased assessed valuation and/or debt retirement provide a schedule indicating the unit's estimates for the term of the loan.
 6. Prior to the determination by the Township Board to enter into this debt, was this issue and anticipated tax rate openly discussed at a public hearing?

[] Yes [] No
 7. Attach any brochures or newspaper articles regarding this debt.

Current Debt Service
(Indicate all outstanding Debt Service)

Purpose	Annual Payment	Retirement Date
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

Attach additional sheets as necessary

Financial Data

Fund	DLGF Approved Tax Rate*	DLGF Approved Tax Levy*	Approved Appropriations*	January 1, 2002 Cash Balance*	Encumbrances Carried Forward from 2001
General	\$	\$	\$	\$	\$
Poor Relief	\$	\$	\$	\$	\$
Fire	\$	\$	\$	\$	\$
Cumulative Fire	\$	\$	\$	\$	\$
Debt Service	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$

*Information must indicate those amounts approved by the Department of Local Government Finance

History of Emergency Loans
(For the past five (5) year period, indicate the amount of Emergency Loans approved)

Year	Amount	Purpose
1997	\$	
1998	\$	
1999	\$	
2000	\$	
2001	\$	

Emergency Loans for Fire Protection

(Complete this section only if the emergency is for fire protection)

1. If the emergency is for contractual purposes, was the establishment of a Fire Protection District or Fire Territory considered as an alternative method to providing fire protection to the township?

[] Yes [] No

2. If fire protection is provided by wholly or partially by Volunteer departments, complete the following:

Department Name	Current Contract Amount	Last Year Contract Amount
	\$	\$
	\$	\$
	\$	\$

3. Department Personnel (Type and Number)

Type	Current Year #	Last Year #
Full-time Firefighters		
Volunteers		

4. Is the emergency based upon the Township's inability to fund full-time firefighters personal services budget?

[] Yes [] No

(If Yes, complete the following)

- (a) Current year DLGF approved Personal Services amount \$ _____
- (b) Last year Personal Services appropriations (including additional appropriations) \$ _____
- (c) Amount adopted by Fiscal Body for current year \$ _____
- (d) What percent salary increase did the Fiscal Body approve? _____ %

5. Has the Township applied for a firefighting services appeal within the last three (3) years? (Y) (N)

a) If so, was the appeal granted? (Y) (N)

b) Appeal Amount: _____

Required Documentation

The following information is required to be attached to this document
This document and supporting information must be filed with the Department of Local Government Finance on or before the "Information Due Date" as indicated below

Indicate by a [?] documentation attached

- ☒ Resolution or Special Order of the Township Board authorizing the debt
- ☒ Proofs of publication of the Public Hearing
- ☒ Proofs of publication of Notice of Determination to Taxpayers to Incur a Debt
- ☒ County Auditor's Certificate of No Remonstrance
- ☒ Amortization Schedule for term of debt indicating semi-annual payments
- ☒ Ten (10) copies of Hearing Information Sheet and above supporting documentation

Notice

To obtain a debt service rate for the ensuing budget year, the unit must comply with the provisions of IC 6-1.1-17-3 for the ensuing year budget. In addition, on or before December 31 of the current year, the unit must execute the debt and file with the Department of Local Government Finance a final amortization schedule.

Certification

I certify to the best of my knowledge and belief that the above is a full, true and complete disclosure for the proposed project(s) to be presented to the Local Government Tax Control Board and Department of Local Government Finance.

Dated this _____ day of _____, 20____.

Signature

Title

LISTING OF PROFESSIONALS INVOLVED IN THIS PROJECT
(The Dept. of Local Government Finance Order will only be provided those as indicated below)

Attorney

Name			
Address			
Phone Number			
Fax Number			
Date of Written Contract			
Is Fee Percentage Based	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Provide Copy of DLGF Order	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Bond Counsel

Name			
Address			
Phone Number			
Fax Number			
Date of Written Contract			
Is Fee Percentage Based	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Provide Copy of DLGF Order	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Financial Advisor

Name			
Address			
Phone Number			
Fax Number			
Date of Written Contract			
Is Fee Percentage Based	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Provide Copy of DLGF Order	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Architect

Name			
Address			
Phone Number			
Fax Number			
Date of Written Contract			
Is Fee Percentage Based	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Provide Copy of DLGF Order	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Unit Fiscal Officer

Name			
Address			
Phone Number			
Fax Number			
Date of Written Contract			
Is Fee Percentage Based	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Provide Copy of DLGF Order	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Other

Name			
Address			
Phone Number			
Fax Number			
Date of Written Contract			
Is Fee Percentage Based	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Provide Copy of DLGF Order	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

2002 Local Government Tax Control Board Meeting Dates

<i>Petitions Due</i>	<i>Information Due</i>	<i>Meeting Date</i>	<i>Location</i>
<i>NO JANUARY LOCAL</i>	<i>GOVERNMENT TAX</i>	<i>CONTROL BOARD</i>	<i>MEETING</i>
January 28, 2002	February 8, 2002	Feb. 28, 2002	Conf. Ctr. Room 1
February 25, 2002	March 8, 2002	Mar. 28, 2002	Conf. Ctr. Room 1
March 25, 2002	April 5, 2002	Apr. 25, 2002	Conf. Ctr. Room 1
April 22, 2002	May 3, 2002	May 23, 2002	Conf. Ctr. Room 1
May 27, 2002	June 7, 2002	June 27, 2002	Conf. Ctr. Room 1
June 24, 2002	July 5, 2002	July 25, 2002	Conf. Ctr. Room 1
July 22, 2002	Aug. 2, 2002	Aug. 22, 2002	Conf. Ctr. Room 1
Aug. 26, 2002	Sept. 6, 2002	Sept. 26, 2002	Conf. Ctr. Room 1
Reserved for Appeals		Oct. 10, 2002	Conf. Ctr. Room 5
Sept. 23, 2002	Oct. 4, 2002	Oct. 24, 2002	Conf. Ctr. Room 1
Reserved for Appeals		Nov. 14, 2002	Conf. Ctr. Room 4
Oct. 28, 2002	Nov. 6, 2002	Nov. 26, 2002	Conf. Ctr. Room 1
Nov. 11, 2002	Nov. 22, 2002	Dec. 12, 2002	Conf. Ctr. Room 1